

APPROVED

November 21, 2006

Michigan State Administrative Board

Lansing, Michigan

November 8, 2006

A regular meeting of the State Administrative Board was held in the Lake Ontario Room, 3rd Floor, Michigan Library and Historical Center, on Wednesday, November 8, 2006, at 11:00 a.m.

Present: Kelly Keenan, Chief Counsel, representing Jennifer M. Granholm, Governor, Chairperson
Kristie Profit, Policy Advisor, representing John Cherry, Lt. Governor
Mary G. MacDowell, Director, Financial Services Bureau, representing Robert J. Kleine, State Treasurer
Joe Pavona, Director, Bureau of Administrative Services, representing Terri Lynn Land, Secretary of State
Patrick F. Isom, Assistant Attorney General, representing Michael A. Cox, Attorney General
Ed Timpf, Administrator, Financial Operations Division, representing Kirk T. Steudle, Director, Department of Transportation
Sherry Bond, Secretary

Absent: Michael P. Flanagan, Superintendent of Public Instruction

Others Present:

Joel Storch, Department of Information Technology; James Burris, Janet Rouse, Department of Management and Budget; Mike Blackledge, Kelly Villarreal, Department of Transportation

1. CALL TO ORDER:

Mr. Keenan called the meeting to order and led the Pledge of Allegiance to the Flag.

2. READING OF MINUTES OF PRECEDING MEETING AND APPROVAL THEREOF:

Mr. Pavona moved to approve the minutes of the regular meeting held on October 17, 2006. The motion was supported by Ms. MacDowell and unanimously adopted.

3. HEARING OF CITIZENS ON MATTERS FALLING UNDER JURISDICTION OF THE BOARD:

NONE

4. COMMUNICATIONS:

Correspondence from Jacqueline M. Johnson, Department of Treasury, with an investment holdings report for the Veterans Benefit Trust Fund for the quarter ending September 30, 2006, and a summary of investment transactions and detailed monthly transaction reports for the quarter ending September 30, 2006, in accordance with a resolution adopted by the State Administrative Board.

5. UNFINISHED BUSINESS:

NONE

6. NEW BUSINESS:

Retention and Disposal Schedule(s):

GENERAL SCHEDULE #16, Michigan Trial Courts, 11/8/2006

ATTORNEY GENERAL, Community Health, 11/8/2006

DEPARTMENT OF COMMUNITY HEALTH, Mental Health and Substance Abuse Services Administration, 11/8/2006

DEPARTMENT OF EDUCATION, Educational Assessment and Accountability, 11/8/2006

DEPARTMENT OF NATURAL RESOURCES, Forest, Mineral, and Fire Management, 11/8/2006

DEPARTMENT OF TREASURY, Discovery and Tax Enforcement Division, 11/8/2006

Ms. MacDowell moved to approve the retention and disposal schedules. The motion was supported by Mr. Pavona and unanimously adopted.

7. REPORTS AND RECOMMENDATIONS OF COMMITTEES:

(Please see the following pages)

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Ms. MacDowell presented the Finance and Claims Committee Reports for the regular meeting of October 31, 2006, and the special meeting of November 8, 2006. After review of the forgoing Finance and Claims Committee Report, Ms. MacDowell moved that the Finance and Claims Committee Reports covering the regular meeting held October 31, 2006, with Item 4s(1) of the supplemental agenda tabled and with a change noted on Item 7s of the supplemental agenda, and the special meeting of November 8, 2006, be approved and adopted. The motion was supported by Ms. Profit and unanimously approved.

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Ms. MacDowell presented the Building Committee Report for the regular meeting of November 1, 2006. After review of the forgoing Building Committee Report, Ms. MacDowell moved that the Building Committee Report covering the regular meeting held November 1, 2006, be approved and adopted. The motion was supported by Mr. Pavona and unanimously approved.

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Mr. Pavona presented the Transportation and Natural Resources Committee Report for the regular meeting of November 1, 2006. After review of the forgoing Transportation and Natural Resources Committee Report, Mr. Pavona moved that the Transportation and Natural Resources Committee Report covering the regular meeting held November 1, 2006, with Transportation's supplemental agenda withdrawn at the State Administrative Board meeting on November 1, 2006, by the Department of Transportation, be approved and adopted. The motion was supported by Mr. Isom and unanimously approved.

8. MOTIONS AND RESOLUTIONS:

NONE

9. ADJOURNMENT:

Mr. Pavona moved the meeting be adjourned. The motion was supported by Ms. MacDowell and unanimously approved. Mr. Keenan adjourned the meeting.

SECRETARY

CHAIRPERSON